

**Program Narrative Statement  
Continuation Application  
Washington State Department of Early Learning  
Head Start-State Collaboration Office  
Budget Period: 3/1/13-2/28/14  
Project Period: 3/1/11-2/28/16**

**DUNS # 62-418-5455**

Key Personnel

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## **Department of Early Learning/Head Start State Collaboration Office:**

### **Building a System, Creating the Future**

Despite the economic turmoil continuing to impact every state in the nation over the last year, the growth and development of Washington's early learning system continues to move forward through implementation of the state's comprehensive early learning plan, released in 2010. Washington was fortunate to be among nine states to be successful in the first round of Race to the Top Early Learning Challenge grants which is supporting rapid progress on a variety of Early Learning Plan strategies. The Early Learning Partnership consisting of the Department of Early Learning (DEL), Office of Superintendent of Public Instruction (OSPI) Thrive by Five Washington (Washington's Public-Private Partnership) have worked together to identify 12 strategies from among the 36 within the Plan to focus on as priorities for the second year of Plan implementation. The HSSCO has played a key role in supporting the implementation of many of these strategies including the following:

- Implement Quality Rating and Improvement System (QRIS)
- Implement Kindergarten Readiness Assessment (WaKIDS)
- Align prekindergarten and K-3 instructional & programmatic practices
- Build statewide infrastructure for partnerships and mobilization
- Expand P-20 longitudinal data system
- Revise and promote use of Early Learning and Development Benchmarks

The HSSCO has supported these strategies by participating directly in and in some cases leading work teams, providing relevant information to associated staff about Head Start and Early Head Start, and ensuring Head Start/Early Head Start participation/representation in state efforts to implement various strategies. The Early Learning Partnership will continue to focus on these priorities in the coming year as well as adding additional priorities as appropriate. In addition to looking to the Early Learning Plan for guidance, the HSSCO engaged in a needs assessment process to identify the specific needs of Head Start/Early Head Start programs throughout the state related to the federal HSSCO priority areas and worked with the HSSCO advisory team to interpret the results and gather input for responsive actions. In 2013-14, grant funds will be invested to continually support partnerships that reflect the HSSCO strategic plan goals (reflected in the HSSCO 5 year grant application), the Early Learning Plan outcomes and strategies, and the evolving needs of Head Start programs in Washington.

## **Budget Period March 2011- February 2012:**

### **Performance and Progress for the Past Year**

The HSSCO successfully accomplished a number of its specific goals and objectives over the last year, including; serving as the lead for the project to pilot Head Start participation in Washington's QRIS system, helping to coordinate implementation efforts related to newly redesigned Early and Development Guidelines, participating as a member of the Early Learning Advisory Council, providing

support for the state's Strengthening Families initiative, continued support for strengthening oral health in Head Start, and a number of other efforts designed to strengthen collaborative opportunities among various state and community partners. Attending State Association meetings, regular DEL staff meetings, statewide early learning coalition meetings, and other pertinent collaborative efforts provided multiple venues for the HSSCO Project Manager to obtain a pulse regarding the needs and status of Head Start and the greater early learning community. As a result, the HSSCO engaged in a number of activities and projects aligned with the needs of Head Start programs and Washington early learning communities, all guided within the framework of the federal goals and priority areas for the HSSCO. Finally, the progress and performance of the action plan 2012-13 represents the ever-transforming early learning environment in Washington and demonstrates comprehensive outcomes and strategies that aim to benefit all young children in our state.

## **HSSCO Action Plan 2012-13**

### **Activities/Accomplishments**

#### **Goal #1:**

Increase the availability of appropriate and coordinated health services for children and families.

<b>Objective</b>	<b>Strategy</b>
Promote collaboration among policymakers, teachers/providers and other stakeholders around the social, emotional and mental health of young children.	In response to concerns from stakeholders and interest from the Department of Early Learning in developing a clearer picture of the agency's role in supporting young children's health, the HSSCO convened conversations with key cross agency partners to explore ways to strengthen and better articulate coordination and alignment between early learning and health in Washington state. The group focused on thinking about this from a systems level perspective with the goal of promoting foundational and sustainable change. As a result of the work of this group, a proposal for moving forward has been developed and shared with agency leadership at DEL and DOH. Next steps are yet to be determined.
	The HSSCO provided support to the Strengthening Families Washington Collaborative. The work formerly held by Council for Children Families which moved over to DEL in July is now titled Strengthening Families Washington. While affiliated, the Collaborative remains a separate and independent effort representing a collaboration between many state and local partners. The HSSCO supported the strategic planning process for the Collaborative to articulate and refine their role in this shifting environment.
	The HSSCO provided support to the Coalition for Safety and Health in Early Learning in the form of staff support by the HSSCO project coordinator.

Objective	Strategy
Increase access to and utilization of dental homes by young children and their families.	Continued to serve as co-lead for the Head Start Dental Home Initiative in Washington. This year the initiative put on a two day motivational interviewing training. This was in response to continued feedback from program staff about the challenges associated with conveying the importance of oral health and promoting follow through with families. This training was open to Head Start/ECEAP staff as well as ABCD program coordinators so it also provided an opportunity for cross program learning and relationship building.

**Goal #2:**

Improved ability of families to obtain quality early learning programs and services that meet their needs.

Objective	Strategy
Improve coordination and policy development between Head Start/Early Head Start programs and the Department of Early Learning (DEL) to provide improved child care access for children and families.	In partnership with the Washington State Association of Head Start and ECEAP, the HSSCO convened a dialogue with Head Start and ECEAP program staff to discuss current challenges faced by these programs with regard to the existing child care center licensing rules. The group identified a variety of issues and generated proposed solutions. This input has been shared with DEL licensing staff and will help to inform the upcoming revision of the rules.
Promote practices and policies that ensure smooth transitions for children and families between Head Start/Early Head Start programs and the K-12 system.	<p>Last year the HSSCO provided support and coordination for the redesign of Washington's Early Learning and Development Benchmarks now known as Guidelines. This year, the HSSCO has served on the cross agency work team consisting of representatives from DEL, OSPI, and Thrive to oversee roll out of the Guidelines. As a part of this team's work, the HSSCO took the lead in convening a stakeholder planning day to gain input to inform further Guidelines distribution and implementation efforts.</p> <p>Supported P-3 alignment activities. This included providing support for the annual Starting Strong conference which brings together teams of early learning and K-3 staff to learn about best practices and engage in community level planning. The HSSCO also provided support for the implementation of the early learning collaboration component of WaKIDS, Washington's comprehensive kindergarten assessment process through funding for community grants and planning group participation.</p>

Support the capacity of Head Start/Early Head Start programs to meet the needs of families experiencing homelessness.	The HSSCO worked in partnership with ESIT, ECEAP and OSPI McKinney-Vento staff to put on a webinar for staff from across these and HS programs to learn about each of the programs and best practices for partnerships to better serve children and families experiencing homelessness.
Facilitate partnerships between Head Start/Early Head Start programs and the K-12 system for the purpose of improving the alignment of curriculum and assessment practices and data collection.	The HSSCO has continued to participate in conversations with staff leading the build out of the new ECEAP data management system to facilitate the inclusion of Head Start data in future system releases. The HSSCO also participates in the P-20 Data Stewards group convened by the Education Research Data Center (ERDC) to explore inclusion of Head Start data in the P-20 system. The HSSCO is currently convening a pilot project to work with a small number of Head Start programs to explore matching child level data with K-12 data to produce a de-identified data set for analysis.
Promote and increase innovative Head Start-Child Care collaborative models that meet the changing needs of children and families.	The HSSCO is currently serving as the DEL staff lead for the integration of Head Start and ECEAP into Early Achievers (Washington's QRIS) per our Race to the Top grant application. Activities for the first year have been focused on a pilot project to test and refine procedures for Head Start and ECEAP participation in Early Achievers including the opportunity for these programs to serve as resource centers within the system. The pilot will run from July through early 2013.
Support Head Start/Early Head Start program communication and outreach.	Continued to facilitate data share contracts with grantees to enable them to receive DSHS client data to be used in targeted recruitment mailings.
	The HSSCO updated the Washington ECEAP, HS, EHS State Profile to reflect current year data and information and made hard copies available to Head Start and ECEAP programs as well as to various partners.
Strengthen networks between Head Start/Early Head Start and programs serving children in foster care and children of incarcerated parents.	The HSSCO has continued to build relationships with DSHS Children's Administration including coordinating an interview with a foster parent accessing Head Start services for inclusion in the foster care newsletter, supporting the development of a proposal for the delivery of training to child welfare staff about HS and ECEAP, as well as serving on the interview committee for hiring of an Early Childhood Program Manager which is a new position within Children's Administration.
Promote Head Start involvement in the development of an expanded Washington Pre-K system	Served as an information and communication conduit regarding the inclusion of Head Start in Washington's efforts to develop an expanded Pre-K system.

**Goal #3:**

Improve/increase opportunities for Head Start/Early Head Start grantees to be involved in state-level activities, initiatives and programs that enhance services to children and families.

Objective	Strategy
Ensure Head Start/Early Head Start's involvement in activities and initiatives of the Department of Early Learning.	Provided regular updates via in person presentations at WSA (Washington State Association of Head Start and ECEAP) conferences and a regular newsletter to Head Start/Early Head Start programs regarding the Early Learning Advisory Council (ELAC) and the activities of the Department of Early Learning including information about opportunities for participation in relevant activities/initiatives.
	Continued to collaborate with the Early Childhood Education and Assistance Program (ECEAP) in coordinating activities and communicating about issues concerning Head Start/Early Head Start and ECEAP programs
	Helped to coordinate to have multiple Head Starts across the state host DEL led parent focus groups about the Working Connections Child Care subsidy system.
	As mentioned above, the HSSCO is the DEL staff lead for the project to integrate HS and ECEAP into Early Achievers. In addition to working directly with pilot project participants, the HSSCO has worked to provide information and gather input from the Washington Head Start community at large.
	Coordinated HS inclusion in stakeholder planning process for Early Learning Guidelines implementation.
Ensure Head Start/Early Head Start's involvement in initiatives/activities related to developing policies or programs for infants and toddlers.	The HSSCO has continued to serve as an information conduit regarding Head Start as Washington moves forward in the development of its home visiting system.
Ensure Head Start/Early Head Start's involvement in the development of a statewide Kindergarten Assessment process and the identification of common outcomes for children in Washington.	Provided Head Start grantees with regular information and updates about the developing kindergarten assessment process (WaKIDS) as well as supporting the continuing development of the Early Learning Collaboration component of WaKIDS.

**Goal #4:**

Contribute to the development of a coordinated, statewide comprehensive professional development system for all early learning professionals in Washington State.

Objective	Strategy
Support the establishment of a statewide, comprehensive Professional Development system for early learning professionals.	Served as an information conduit for information on Head Start programs to state staff leading the development of Washington's professional development registry and career lattice.
	Served on the Washington team for this year's NAEYC Professional Development Summit.
Improve coordination efforts between the HSSCO, WSA, RX Office of Head Start, ECEAP, and the RX Head Start T/TA network to ensure Head Start/Early Head Start staff have access to appropriate and timely professional development opportunities.	Continued to support the coordination and facilitation of regular meetings with the Head Start/ECEAP Partnership for Quality (that includes the HSSCO, WSA, ECEAP, the Office of Head Start, and the RX Head Start T/TA Networks)
	Helped to coordinate the initiation and continuation of regular meetings between OHS RX and DEL leadership.
Support various projects and initiatives that enhance the ability of Head Start/Early Head Start staff in complying with professional development requirements outlined in the Head Start Act of 2007.	The HSSCO serves on the Native American Early Learning Coalition (now renamed the First People's First Steps Alliance). A primary focus of this group is exploring ways to support Head Start programs serving native children to meet professional development requirements while maintaining an emphasis on keeping experienced tribal staff in the classroom.
	The HSSCO continued to work with OSPI to keep Head Start programs on the updated state list of verified low income schools so that Head Start staff are able to access student loan forgiveness benefits. In addition, the HSSCO worked to get ECEAP programs added to the list as well this year.
Support the sharing of Head Start best practice resources across the early learning system.	A key component of Washington's Race to the Top Early Learning Challenge grant application is the proposal to make grant funds available to Head Start and ECEAP programs participating in Early Achievers to serve as resource centers whereby these programs will share training, expertise, and resources with child cares participating in the system. The implementation of this concept is one of the things being explored in the Early Achievers HS/ECEAP pilot project currently underway.

	The HSSCO continues to distribute information about Head Start resources and best practices to various partners.
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#### Goal #5:

Improve the governance, functional operations, and perceptions of the HSSCO to be a transparent and inclusive leader in supporting policies and initiatives that further advance services to children and families.

Objective	Strategy
Develop regular mechanisms for communicating with Head Start programs regarding status and progress of statewide activities, initiatives, and events affecting the Head Start population.	The HSSCO releases a bimonthly electronic newsletter for Head Start/Early Head Start programs and HSSCO partners that provides updates on the work of the HSSCO and other relevant statewide activities.
	Continued to participate in Washington State Association of Head Start and ECEAP Director meetings and events as a primary venue for providing updates to Head Start/Early Head Start programs
Obtain ongoing feedback from regarding the effectiveness of the HSSCO and how the HSSCO can best meet their needs.	Conducted the annual statewide needs assessment of Head Start/Early Head Start programs and used the feedback to inform HSSCO planning and activities.
	Conducted site visits to Head Start/Early Head Start programs across the state to continually build partnerships with local programs and staff and learn about their specific strengths and needs.
	Continued to work with the HSSCO advisory team to inform the ongoing activities and initiatives of the HSSCO.
Ensure Head Start/Early Head Start's participation in the Department of Early Learning's Early Learning Advisory Council (ELAC)	As a member of the Early Learning Advisory Council (ELAC), served as a liaison to Head Start/Early Head Start programs and the Early Learning Advisory Council to ensure Head Start/Early Head Start involvement and voice on the council.  A council seat is also held by a local HS program representative.
Develop and maintain partnerships that serve to advance initiatives and activities specific to the needs of American Indian/Alaska Native and Migrant/Seasonal Head Start	The HSSCO served as the DEL staff co-lead for this year's DEL sponsored Tribal early care and education conference. This year's conference planning team included active participation by Washington AIAN programs. The conference was designed to meet the needs of both child care and Head Start programs serving native children and families.



programs in Washington State	As mentioned above, the HSSCO serves on the First People's First Steps Alliance.
	The HSSCO participated in a DEL consultation with the Tribal Leader's Congress on Education to explore ways that DEL can work more closely with Washington Tribes in the future.
	All communications and opportunities for participation in state level activities put out by the HSSCO are extended to all Washington HS programs including AIAN and MSHS.

### **HSSCO Action Plan 2012-13**

#### **Additional Activities/Accomplishments**

**BUILD State Team Member:** The HSSCO serves as a Washington State BUILD\* team member, which involves: serving on planning committees for BUILD national meetings, attending BUILD meetings with other state team members, consulting with BUILD associates regarding technical assistance issues relevant to Washington's systems building work, etc. (\*BUILD is a national technical assistance resource center that provides support to states related to systems building work. Washington is one of 8 states that currently receives recognition as a BUILD state)

**Race to the Top:** The HSSCO served as a key resource for the development of Washington's Race to the Top application by serving on the application advisory team, providing data and narrative text to the writing team, and fostering communication with the Washington Head Start community about the process. The HSSCO continues to play a role in Washington's Race to the Top grant implementation both through participation in specific initiatives as well as serving on the Race to the Top Steering Committee.

#### **Additionally, the HSSCO:**

- Has provided a single point of contact for Head Start within the State;
- Worked closely with the HS State Association with planning meetings and attending association meetings;
- Connected groups working on related issues and assured local Head Start representation on various state work groups and committees;
- Administered the HSSCO within state and federal policies and procedures.

### **Budget Period 2012-13**

#### **Management Plan and Priority Areas**

The HSSCO will continue to focus on federally mandated priority areas in 2013-14 with a

primary focus on priority areas and strategies that most effectively align with the evolving early learning environment in Washington State. Last year the HSSCO updated the five year strategic plan. This work plan was intentionally developed in alignment with the priorities and strategies contained in Washington's comprehensive Early Learning Plan to ensure that the HSSCO is effectively building on and leveraging efforts and priorities in Washington State. The HSSCO's activities for 2013-14 are based upon this work plan, the updated HSSCO Framework, and the results of the most recent statewide needs assessment and subsequent feedback from the HSSCO advisory team. The HSSCO will continue to adjust its focus and strategies throughout the grant year according to the shifting context of early learning in Washington.

## **Management Plan - Proposed Outcomes and Strategies**

### **1) Increase the availability of appropriate and coordinated health services for children and families**

- Support continued dialogue and planning for better awareness and integration of the touch points between early learning and health at the state level.
- Facilitate continued opportunities for Head Start health staff and local ABCD coordinators to come together for cross program learning and local coordination planning.

### **2) Improved ability of families to obtain quality early learning programs and services that meet their needs**

- Partner with DSHS Children's Administration to increase the number of foster children enrolled in Head Start/Early Head Start
- Collect and share among Head Start/Early Head Start programs examples of HS/EHS programs that successfully implementing creative solutions to issues such as child care partnerships, services for homeless families, partnerships with community services, etc.
- Continue to support implementation of redesigned Early Learning and Development Guidelines.

### **3) Improve/increase opportunities for Head Start/Early Head Start programs to be involved in state-level activities, initiatives and programs that enhance services to children and families**

- Continue to ensure Head Start/Early Head Start's involvement in activities and initiatives of the Department of Early Learning
- Ensure Head Start/Early Head Start's involvement in the development of a statewide Kindergarten Assessment process (WaKIDS), in particular by supporting the work of the early learning coalitions around development and implementation of the Early Learning Collaboration component.
- Participate in and convene conversations and planning regarding the involvement of Head Start in the development of Washington's state longitudinal data system.

- Support conversations between DEL and Washington tribal programs re: specific needs of native children/families and programs.

**4) Contribute to the development of a coordinated, statewide comprehensive professional development system for all early learning professionals in Washington State**

- Support the establishment of a statewide, comprehensive professional development system
- Continue to lead effort to integrate Head Start/Early Head Start into Early Achievers (Washington's QRIS) as general participants and serving as resource centers.
- Distribute information from the Head Start National Centers to key early learning partners.

**5) Improve the governance, functional operations, and perceptions of the HS-SCO to be a transparent and inclusive leader in supporting policies and initiatives that further advance services to children and families**

- Continue to implement regular mechanisms for communicating with Head Start/Early Head Start programs regarding status and progress of statewide activities, initiatives, and events effecting the Head Start population
- Continue to implement mechanisms for obtaining ongoing feedback from Head Start/Early Head Start programs and other key external partners regarding the effectiveness of the HSSCO and how the HSSCO can best meet their needs
- Ensure Head Start/Early Head Start's participation in the work of the Early Learning Advisory Council (ELAC)
- Share information from HSSCO needs assessment with key partners across early learning programs/services

**Key Partners: HSSCO and the WA State Association of Head Start/ECEAP**

The Head Start State Collaboration Office maintains a high level of involvement with the Washington State Association of Head Start and ECEAP. The HSSCO Director regularly confers with the WSA executive director through in-person meetings, e-mail and conference calls around upcoming projects and initiatives affecting Head Start/Early Head Start programs in Washington. The two will continue to participate collaboratively in a number of partnership efforts in 2013-14. Additionally, the HSSCO Project Manager regularly attends and often presents at the semi-annual meetings. Finally, the HSSCO considers the Washington State Association of Head Start and ECEAP an invaluable partner in all its efforts to better serve the children and families our state.

**Budget Period 2012-13**

**Budget Narrative and Detail**

In order to improve quality integrated and comprehensive child-related systems, the HSSCO will use federal and state resources to support the necessary personnel, travel, equipment and supplies and contractual investments. A portion of the budget supports

personnel and necessary travel costs. The contract portion of the budget supports investments in various collaborative activities within the suggested outcomes/priorities of the grant.

**1. State Match and In-Kind Non-federal Dollars - \$43,750**

**a. State “Cash” Match Non-federal Dollars**

The state adds 20% of the total grant costs to the federal dollars--using state funds as the source--which represents our cash match. This cash match increases the bottom line by \$43,750. To be in compliance with federal “Cash Match” requirements, the grant and continuing application must identify both the source (state funds) and proposed use for cash match.

**Proposed Use of “Cash Match”**

The state “cash match” will be allocated across all categories of grant costs (salary/benefits, contracts, supplies and goods & services). The “cash match” allocation for contractual costs will be used to support the 2012-13 outcomes and strategies.

**2. Total Request for Federal Dollars - \$175,000\***

- a. Object Class Category - Personnel:** This is a request for \$65,600 in federal funds to support HSSCO staff. Federal funds will support a Project Manager and one half-time administrative staff. All personnel supported by federal funds will conduct HSSCO activities only. The Project Manager will be responsible for operation, implementation and coordination of the HSSCO. The Project Coordinator will provide project assistance support to the HSSCO.

<b>Sub-total (Federal dollars - 80%):</b>	<b>\$68,592*</b>
<b>Sub-total (State match dollars - 20%):</b>	<b>\$17,148</b>
<b>TOTAL PERSONNEL:</b>	<b>\$85,740</b>

- b. Object Class Category - Fringe Benefits:** This is a request for \$26,400 in federal funds for fringe benefits for the Project Manager and administrative staff.

<b>Sub-total (Federal dollars):</b>	<b>\$23,584*</b>
<b>Sub-total (State match dollars):</b>	<b>\$5,896</b>
<b>TOTAL FRINGE BENEFITS:</b>	<b>\$29,480</b>

Fringe benefits are the employers' share of costs for an employee. They include:

- Old Age, Survivors, and Disability Insurance - The amounts expended as the state's share of Old Age, Survivors, and Disability Insurance.
- Retirement and Pensions - The amounts expended as the state's share of retirement and pension benefits.
- Medical Aid and Industrial Insurance - The amounts expended as the state's share of medical aid and industrial insurance.
- Health, Life, and Disability Insurance - The amounts expended as the state's share of health, life, disability insurance, and the administrative fee for Flexible Spending Accounts.

For this grant, we did not use a flat percentage of the gross salaries. We estimated the cost of each of the four fringe benefit items above on each position to arrive at an estimated amount for fringe benefits. This is a much more accurate way of calculating fringe benefits, since a rate for different salary levels can vary greatly.

- c. **Object Class Category – Travel:** This is a request for \$7,320 in federal funds for out-of-state and in-state travel.

In- State Travel - \$5,400

***\*Project Staff to attend:***

- Four State Association Meetings
- Four Site Visits to Head Start Programs
- Annual Starting Strong Conference
- Meetings relevant to the HSSCO

Local Head Start program staff to attend:

- Meetings relating to state systems efforts

**Sample In-State Budget:**

- State association meetings (including registration):
  - Two Eastern Washington meetings
    1. Leavenworth meeting (Project Manager and Project Coordinator attends)

(Registration/Meals/Lodging (900), Mileage (350)  
= **1,450**)

2. Chelan meeting (only Project Manager attends)  
(Registration/Meals (250), Lodging (300), Mileage (300) =  
**850**)

- Two Western Washington meetings  
(Mileage (100) X 2= **200**)
- Site visits to local Head Start programs
  - 4 site visits (mileage is only for one Project Staff member and only Project Manager attends Eastern Washington visits)  
Two Eastern Washington visits (Mileage= 250 X 2= **500**),  
Two Western Washington visits (Mileage= 100 X 2= **200**)
- Starting Strong Conference
  - ( Mileage (300) and Hotel (300)= **600**)
- Meetings (Early Learning Guidelines workgroup, statewide early learning coalitions meetings, Harvard Frontiers of Innovation meetings, Dental Home Initiative Leadership Team, etc.)
  - 30 Western Washington meetings (Mileage= 50 X 30 = **1500**)
  - 2 Eastern Washington meetings (Mileage= 200 X 2= **400**)

TOTAL In-State Travel: **\$5,700**

TOTAL Out-of-State Travel - **\$3,450**

***Project Manager to attend:***

- 1 Systems Development Meeting

***1 Systems Development Partner to attend:***

- 1 Systems Development Meeting

**Sample Out-of-State Travel Budget**

- Airfare - \$617.00
  - Per Diem - \$70.00 X 4 days = \$280
  - Ground Transportation = \$150
  - Hotel \$226 x 3 nights = \$678
- Total Sample Out-of-State Travel Budget = \$1,725

<b>Sub-total (Federal dollars):</b>	<b>\$7,320*</b>
<b>Sub-total (State match dollars):</b>	<b>\$1,830</b>
<b>TOTAL TRAVEL:</b>	<b>\$9,150</b>

- d. **Object Class Category – Supplies:** This is a request for \$1,440 in federal funds for routine operational supplies:

<b>Sub-total (Federal dollars):</b>	<b>\$1,440*</b>
<b>Sub-total (State match dollars):</b>	<b>\$360</b>
<b>TOTAL SUPPLIES:</b>	<b>\$1,800</b>

- e. **Object Class Category – Contractual Services:** This is a request for \$67,904 in federal funds for contractual services. Contractual funds will support discretionary work of the project priority areas to further the cause of improved policy for young children and families and improved coordination and collaboration among state agencies.

- **Infant and Early Childhood and Starting Strong Conferences** **\$10,000**  
 These separate contracts will provide support for the implementation of the Infant and Early Childhood conference which brings together early learning professionals from across the state to learn about a variety of early learning related topics; and the Starting Strong Conference which brings together teams of early learning and K-12 staff to learn about and plan P-3 efforts.  
**HSSCO Priority Area(s): All**
  
- **Early Learning and Development Guidelines** **\$10,000**  
 This contract(s) will support the implementation of the redesigned Early Learning and Development Guidelines including development and distribution of supplemental materials.  
**HSSCO Priority Area(s): Education/K-12 Alignment**
  
- **Longitudinal Data Pilot** **\$20,000**  
 This contract(s) will support implementation of a pilot project to

explore matching Head Start child level data with K-12 data and conducting analysis of the data. The purpose of the project will be both to explore the logistical implications of data collection and matching as well as the types of questions that could be answered through the inclusion of Head Start data in the developing state longitudinal data system.

**HSSCO Priority Area(s): Education/K-12 Alignment**

- **Early Learning Coalitions** **\$27,300**  
 This contract(s) will support community momentum grants to regional early learning coalitions administered through Thrive by Five Washington. This reflects Early Learning Plan strategy #34- build statewide infrastructure. The goal of the momentum strategy is to work with state and local partners to develop the capacity, leadership, and expertise across the state to create a coordinated system of services and supports that address the needs of young children and their families, especially in communities of color that, historically, have been furthest away from opportunity. An essential ingredient for an early learning system that serves the strengths and challenges of the diverse communities in Washington is to have effective and coordinated regional platforms to represent their local communities to better inform and advance key policies and implementation strategies of the Early Learning Plan.

**HSSCO Priority Area(s): All**

- **Advancing Racial Equity** **\$25,000**  
 This contract(s) will support implementation of two (one on the east and one of the west side of the state) convenings of local Head Start and ECEAP program staff to learn about and explore how the soon to be completed Advancing Racial Equity Theory of Change can be used within the Head Start and ECEAP community to better meet the needs of diverse communities who have historically been furthest from opportunity.

**HSSCO Priority Area(s): All**

<b>Sub-total (Federal dollars) Contractual Services:</b>	<b>\$69,840*</b>
<b>Sub-total (State match dollars) Contractual Services:</b>	<b>\$17,460</b>
<b>TOTAL CONTRACTUAL SERVICES:</b>	<b>\$87,300</b>

- f. **Object Class Category- Other:** This is a request for **\$4,320** in federal funds for charges including conference registration fees, computer leases, VPN, telephones, and other miscellaneous expenses.



<b>Sub-total (Federal dollars):</b>	<b>\$4,224*</b>
<b>Sub-total (State match dollars):</b>	<b>\$1,056</b>
<b>TOTAL OTHER:</b>	<b>\$5,280</b>

**g. Object Class Category – Indirect Charges:** The HSSCO will not be requesting federal funds for indirect charges for the 2013-14 budget period. The Washington State Department of Early Learning has waived this charge for the HS-SCO.

<b>Sub-total (Federal dollars):</b>	<b>\$ 0</b>
<b>Sub-total (State match dollars):</b>	<b>\$ 0</b>
<b>TOTAL INDIRECT:</b>	<b>\$ 0</b>

<b>Total Federal Request:</b>	<b>\$175,000</b>
<b>Total State “Cash” Match and Non-federal Dollars:</b>	<b><u>\$ 43,750</u></b>
<b>TOTAL:</b>	<b>\$218,750</b>

<b>BUDGET PERIOD : 2013 - 2014</b>			
<b>Object Class</b>	<b>Federal Budget</b>	<b>Non-Federal Budget</b>	<b>Total Budget</b>
<b>Personnel</b>	68,592	17,148	85,740
<b>Fringe Benefits</b>	23,584	5,896	29,480
<b>Travel</b>	7,320	1,830	9,150
<b>Equipment</b>			
<b>Supplies</b>	1,440	360	1,800
<b>Contractual</b>	69,840	17,460	87,300
<b>Construction</b>			
<b>Other</b>	4,224	1,056	5,280
<b>Total Direct Charges</b>	175,000	43,750	218,750
<b>Indirect Charges</b>			
<b>TOTALS</b>	<b>175,000</b>	<b>43,750</b>	<b>218,750</b>